

## QUARTERLY PROGRESS REPORT

Project Title:	Technology Transfer		
RFP NUMBER:		NJDOT RESEARCH PROJECT MANAGER: Nick Vitillo	
TASK ORDER NUMBER/Study Number: RF-CUNY 22		PRINCIPAL INVESTIGATOR: Robert Paaswell	
Start Date: January 1, 2003 End Date: December 31, 2003		Period Covered: April 1, 2003 – June 31, 2003	

Planned Activities	% of Total	% of Task this quarter	% of Task to date	% of Total Complete
In-house Lecture Series	25%	10%	10%	2.5%
Research Newsletter	20%	0%	0%	
US DOT Reporting Requirements (Annual Report, Semi-Annual Report, etc...)	20%	40%	40%	8%
Publication & Distribution of Research Papers	10%	0%	0%	0%
Process Request for Proposals	15%	50%	50%	7.5%
Participate in Conferences	10%	20%	20%	2%
Total	100%			20%

### 1. Progress this quarter by task:

- The work was begun for the spring newsletter.
- The UTRC completed the Semi-Annual Report in response to the USDOT Grant Requirements. The report will be presented to the NJDOT at the quarterly meeting.
- Arrangements were made for the initial lecture for the In-house Lecture Series
- The UTRC attended NJDOT Quarterly report meetings and a budget meeting to discuss invoices.
- The UTRC attended the UTC Directors meeting in June at Knoxville, TN
- The executed contract has not been received from NJDOT

### 2. Proposed activities for next quarter by task

- Preparation for Quarterly meetings
- NJDOT In-house lecture series
- Spring Research Newsletter

3. List of deliverables provided in this quarter by task (product date)

4. Progress on Implementation and Training Activities

The first lecture was scheduled for the In-house lecture series.

5. Problems/Proposed Solutions

6. Budget Summary

Total Project Budget(# of years) - 1 year	
Total Project Expenditure to date	
% of Total Project Budget Expended	
Task Order Number/Study Number:	RF-CUNY 22
Current Task Order Budget (# of years)	1 year
Actual Expenditure to date against current task order	
% of current task order budget expended	